



# PhilGEPS

Philippine Government Electronic Procurement System

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Procurement Opportunities

## Bid Notice Abstract

### Request for Quotation (RFQ)

**Reference Number** 5833710  
**Procuring Entity** CARLOS HILADO MEMORIAL STATE COLLEGE  
**Title** Procurement of Various Office Supplies for HRMO, Finance, & Supply Offices - Talisay Campus  
**Area of Delivery** Negros Occidental

<b>Solicitation Number:</b>	RFQ 18-376	<b>Status</b>	<b>Pending</b>
<b>Trade Agreement:</b>	Implementing Rules and Regulations	<b>Associated Components</b>	1
<b>Procurement Mode:</b>	Shopping - Ordinary/Regular Office Supplies & Equipment (Sec. 52.1.b)	<b>Bid Supplements</b>	0
<b>Classification:</b>	Goods	<b>Document Request List</b>	0
<b>Category:</b>	Office Supplies and Devices	<b>Date Published</b>	22/11/2018
<b>Approved Budget for the Contract:</b>	PHP 61,283.50	<b>Last Updated / Time</b>	21/11/2018 10:05 AM
<b>Delivery Period:</b>	10 Day/s	<b>Closing Date / Time</b>	27/11/2018 10:00 AM
<b>Client Agency:</b>			
<b>Contact Person:</b>	Rowena De la Vida Prado Administrative Assistant II Mabini Street Talisay City Negros Occidental Philippines 6115 63-34-7124804 63-34-7128404 chmsc_bacsec@yahoo.com		

#### Description

Standard Form Number: SF-GOOD-60  
Revised on May 24, 2004

Republic of the Philippines  
CARLOS HILADO MEMORIAL STATE COLLEGE  
Talisay City, Negros Occidental  
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Page 1 of 5  
REQUEST FOR QUOTATION

Date: November 15, 2018  
Quotation No. 18-376

Please quote your lowest price on the item/s listed below, stating the shortest time of delivery and submit your quotation duly signed by your representative not later than \_\_\_\_\_ in the return envelope attached herewith.

ROSALINDA S. TUVILLA  
BAC Chairperson

NOTE:

1. ALL ENTRIES MUST BE TYPEWRITTEN
2. DELIVERY PERIOD WITHIN \_\_\_\_\_ CALENDAR DAYS
3. WARRANTY SHALL BE FOR A PERIOD OF SIX (6) MONTHS FOR SUPPLIES & MATERIALS, ONE (1) YEAR FOR EQUIPMENT, FROM DATE OF ACCEPTANCE BY THE PROCURING ENTITY
4. PRICE VALIDITY SHALL BE FOR A PERIOD OF \_\_\_\_\_ CALENDAR DAYS
5. G-EPS REGISTRATION CERTIFICATE SHALL BE ATTACHED UPON SUBMISSION OF THE QUOTATION
6. BIDDERS SHALL SUBMIT ORIGINAL BROCHURES SHOWING CERTIFICATIONS OF THE PRODUCT BEING OFFERED

ITEM ITEM & DESCRIPTION QTY. UNIT UNIT PRICE  
NO. (Pls. indicate brand offered)

Lot (1) One: Common Electrical Supplies

- 1 BATTERY size AA, alkaline, 2 pieces per blister pack 3 pack
  - 2 TAPE Masking 48mm, 50 meters length 20 roll
- Sub-ABC 2,791.00

Lot (2) Two: Common Janitorial Supplies

- 3 CLEANER TOILET BOWL AND URINAL 900-1000ml cap 1 bottle
  - 4 TOILET DEODORANT CAKE 99% paradichlorobenzene, 50gms, 3 pcs/pack 10 pack
- Sub-ABC 746.40

Lot (3) Three: Common Office Devices

- 5 CUTTER KNIFE heavy duty 3 piece
  - 6 PUNCHER paper, heavy duty, with two hole guide, 1 piece in individual box 2 piece
  - 7 STAMPING DATER Self-inking stamp, mechanical, with removable/refillable ink pad, heavy duty 1 piece
  - 8 STAPLER standard 5 piece
- Sub-ABC 1,788.63

Lot (4) Four: Common Office Equipment

- 9 CALCULATOR COMPACT electronic, 12 digits cap, 1 unit in individual box 1 unit
- Sub-ABC 210.10

Lot (5) Five: Common Office Supplies

- 10 BALLPEN Ballpoint 0.5, Metal point, S-fine, black 80 piece
- 11 CLIP Backfold, 19mm, 12 pieces per box 5 box
- 12 CLIP backfold, 25mm, 12 pieces per box 10 box
- 13 CLIP backfold, 32mm, 12 pieces per box 5 box
- 14 CLIP backfold, 50mm, 12 pieces per box 13 box
- 15 CORRECTION TAPE 6 meters (min), 1 piece in individual plastic 64 piece
- 16 DATA FILE BOX Made with chipboard, with closed ends 20 piece
- 17 ENVELOPE DOCUMENTARY for A4 size document, 500 pieces per box 1 box
- 18 ENVELOPE EXPANDING KRAFTBOARD for legal size documents, 100 pieces per box 5 box
- 19 ENVELOPE MAILING 500 pieces per box, 80 gsm 2 box
- 20 FASTENER Plastic-coated For paper, multi-colored, approx. 7-8cm, 50 sets/box 21 box
- 21 FOLDER Clear-Plastic L-type, A4 size, 50 pcs/pack 2 pack
- 22 FOLDER Clear-Plastic L-type, legal size, 50 pcs/pack 2 pack
- 23 FOLDER Pressboard size 210mm x 370mm, 100s/box 10 box
- 24 INDEX TAB self-adhesive, 5 set/box, assorted colors 3 box
- 25 INK Permanent Marker Refill, black 3 bottle
- 26 INK Whiteboard Marker Refill, black 2 bottle
- 27 INK Refill, blue 2 bottle
- 28 MARKER Permanent Bullet type, Black 10 piece
- 29 PAPER Colored paper Legal Size, 8.5 x13 sub 20 10 ream
- 30 PAPER Specialty Paper 216mm x 279mm (8-1/2" x 11"), short/letter size, 10 sheets, 100gsm, beige 10 pack
- 31 PAPER Specialty Paper 216mm x 330mm (8-1/2" x 13"), long, 10s, beige, 100gsm 10 pack
- 32 PAPER CLIP gem type 32mm, 100 pieces per box 10 box
- 33 PAPER CLIP gem type 48mm, 100 pieces per box 20 box
- 34 PAPER CLIP Bulldog 3" 49 piece
- 35 PENCIL lead, w/eraser, One(1) dozen per box 10 box

- 36 RECORD BOOK 500 pages, size: 214mm x 278mm min 10 book
- 37 RUBBER BAND 70mm min lay flat length (#18) 2 box
- 38 RULER Plastic, 300mm or 12" 4 piece
- 39 SCISSORS 6", steel, with black rubber handle 6 pair
- 40 SIGN PEN Liquid Gel black 100 piece
- 41 STAPLE WIRE Standard, #35, 5000pcs/box 45 box
- 42 TAPE Double-sided 48mm width, usable length of 5 meters 7 roll
- Sub-ABC 44,347.37

Lot (6) Six: Other Common Supplies and Materials  
 43 Sun shades Roller, for Window; Indoor; Material: Fabric; Color: Beige, horizontal; length 110" x width 47" 1 set  
 Sub-ABC 11,400.00

\*\*\*\*\*NOTHING FOLLOWS\*\*\*\*\*

ABC = Php 61,283.50  
 Common Office & Other Supplies use-For HRMO, Finance & Supply Office

PR # 18-161-0503 05-03-18  
 MDS 089-101-18-05 05-02-18

PR # 18-221-0611 06-11-18  
 MDS 111-101-18-06 06-05-18

PR # 18-166-0503 05-03-18  
 MDS 088-101-18-05 05-02-18

**Line Items**

Item No.	Product/Service Name	Description	Quantity	UOM	Budget (PHP)
1	LOT 1	Common Electrical Supplies	1	Lot	2,791.00
2	LOT 2	Common Janitorial Supplies	1	Lot	746.40
3	LOT 3	Common Devices	1	Lot	1,788.63
4	LOT 4	Common Office Equipment	1	Lot	210.10
5	LOT 5	Common Office Supplies	1	Lot	44,347.37
6	LOT 6	Other Common Supplies and Materials	1	Lot	11,400.00

**Created by** Rowena De la Vida Prado

**Date Created** 21/11/2018

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